

Park and Rec.
Coordinator
(262) 884-2496



2801 89th Street
Sturtevant, WI
53177
(262) 886-7201

VILLAGE OF STURTEVANT RESIDENTS PARKS AND RECREATION DEPARTMENT PARK RESERVATION FORM

Applicant Name _____

Sponsoring Group _____

Address _____ City _____ Zip _____

Home Phone _____ Work Phone _____

Nature of Event _____

Event date _____ Time(s) _____ a.m/p.m. to _____

(include set up and clean up time)

Resident Park Rental Fees:

- \$100 deposit , if no reported damage \$75 will be returned. Separate fee schedule for ball diamond rental.
- Alcoholic Beverage Permit- only available for Village sponsored functions. Must apply 60 days in advance
- Non- alcoholic beverage and food permit- \$50.00 per day*
- Tents- \$25 per tent or canopy over 12' by 12' (separate application)

Non-residents Fees are double those stated above

Park Requested: **Fireman's Park:** _____

Park Shelter _____ (See separate application/agreement for Concession Stand rental)

Ball Diamonds: Beck _____ Karnopp _____ Woiteshek _____

South Park _____ **North Park** _____ **North Park Shelter** _____ **Other** _____

Special Requests**: Electricity _____ Field Lights _____ Other _____

(**See fee schedule for additional charges that may apply)

Estimated attendance: Adult _____ Children _____

I, the undersigned (representing the sponsor group), have read the conditions of use and general rules of the department regulating use of the facilities and agree to comply with them and further agree to indemnify the Village of Sturtevant from liability incurred by the Village by virtue of granting reservation and facility as per application and release the Village from any damages, losses, or additional costs incurred due to cancellation of this reservation by the Village. (Applicant for park use must be 18 years of age or older).

I also accept responsibility for the cost of additional charges incurred including, but not limited to, excess field and property damage as set per established fees. I understand I am responsible for contacting the Mt Pleasant/Caledonia Health Dept at (262) 835-6429 for any required food inspections and fees that may apply.

Signature of Applicant _____ Date _____

For office use only

Permit Number _____

Damage Deposit \$ _____

Reservation fee \$ _____

Other \$ _____ TOTAL \$ _____

cc/ clerk/DPW/Public Safety

*Additional food inspection fees may apply per Mt.Pleasant/Caledonia Health Dept.

MUNICIPAL OFFICE
Mary Hanstad, Village
Clerk/Deputy Treasurer
262/886-7201

2801 89th Street
Sturtevant, WI 53177
Ph: 262/886-7201
Fax: 262/886-7205



APPLICATION FOR USE OF CONCESSION STAND AT FIREMAN'S PARK

Name of responsible person: _____

Address: _____

City: _____ State: _____ Zip: _____

Name of Organization: _____

Not for Profit Organization : Yes No If Yes, FEN _____

Date(s) Requested: _____

Type of Event: _____

I, the undersigned (representing the sponsor group), have read the policy regulating use of the concession stand at Fireman's Park and Park Reservation Guidelines and agree to comply and further agree to indemnify the Village of Sturtevant from liability incurred by the Village by virtue of granting reservation and facility as per application and release the Village from any damages, losses, or additional costs incurred due to cancellation of this reservation by the Village.

I also accept responsibility for the cost of additional charges incurred including, but not limited to, excess property damage. I understand I am responsible for contacting the Mt Pleasant/Caledonia Health Dept at _____ for any required food inspections and fees that may apply.

Signature of Applicant _____ Date _____

For Office Use Only

Date Issued: _____

Deposit Paid: _____

Health Department Fee & Approval _____

Permit Type: _____ Park _____ Picnic (allows sale of beer & wine coolers)

Copy of Concession Stand Policy and Park Guidelines given to applicant: Yes No

Inspection completed and deposit returned less \$25 fee _____

Issued by: _____



USE OF CONCESSION STAND AT FIREMAN'S PARK

Purpose: To establish rules for use and fees for the concession stand at Fireman's Park.

- 1. Any person or group wishing to use the concession stand shall submit an application for use to the Village Clerk. Applicants must be at least 18 years of age. All information shall be completed and signed. Any information not completed on the form shall render the form incomplete and invalid.**
- 2. There shall be a \$100.00 deposit for use of the concession stand. The deposit must be submitted with the application in order for the application to be valid. An inspection of the concession stand will be completed by Dept of Public Works prior to and after use of the building. After the final inspection, if there is no reported damage, \$75 of the deposit shall be returned to the applicant. Damages in excess of the \$100 deposit are the responsibility of the applicant. Sturtevant Youth Baseball will have use of the concession stand at no charge.**
- 3. Only bona fide clubs, county or local fair associations or agricultural societies, churches, lodges, or societies that have been in existence for at least 6 months or posts of veterans organizations may be granted a picnic license, which will allow for the sale of beer and wine coolers.**
- 4. Hours of use shall be in compliance with Village Ordinance unless a waiver is issued by the Village Board.**
- 5. Park reservation guidelines and rules will be obeyed with respect to use of the concession stand.**
- 6. Refer to Ordinance 9.18 Village Parks for further details on park regulations.**